

ODP-81-231
20 February 1981

MEMORANDUM FOR: Deputy Director for Applications, ODP
NPIC ADP Control Officer
ORD ADP Control Officer
Engineering Division, ODP

FROM :
Policy and Plans Group, ODP

SUBJECT : Excess ADP Equipment

1. The attached Property Turn-In Document (Form 1707) lists ADP equipment excess to an office's needs. If your component has a requirement for any of the equipment, please forward a Speed Letter to ODP Management Staff, Attn: Room 2D0105, Headquarters by 6 March 1981. The Speed Letter should include the following information from the Form 1707:

Turn-In No. (Document Control No.);
Item No.;
Nomenclature; and
A statement of the requirement.

2. Any technical questions about the equipment should be addressed directly to the contact named on the form. If you have any questions concerning the reassignment of this equipment, please feel free to call me on

Att: Form 1707; No.: 6062-81034-864

ODP/MS/JS:js/ (20Feb81)(excess-adp)

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1 - MS CHRONO

2 - ODP REGISTRY

3. PREPARE SEPARATE DOCUMENTS FOR EACH MATERIAL UNIT.
 4. PREPARE SEPARATE DOCUMENTS FOR SERVICEABLE AND UNSERVICEABLE ITEMS.
 5. PREPARE SEPARATE DOCUMENTS FOR ITEMS WITHOUT STOCK 'BERS.
 6. 2 STERILITY CODE FOR ALL ITEMS.

MANUFACTURED
1-75

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HEADQUARTERS PROPERTY TURN-IN DOCUMENT										VOUCHER NO.	
DATE TYPED 3 February 1981				DATE VOUCHERED				TURN-IN NO. 6062-81034-864			
FROM (RESPON. OFFICER) OSO/SWCD				OFFICE SYMBOL		TELEPHONE		ACCOUNT NO. 6062		ALLOTMENT COST CENTER 1163-0308	
I CERTIFY THAT ALL ITEMS ARE						PICK-UP DATA (IF APPLICABLE)					
X SERVICEABLE		UNSERVICEABLE SURVEY REPORT ATTACHED:		IF FWD. (DATE)		VIA (TRANSMITTAL, ETC.)		ROOM NO. AND BUILDING OF PICK-UP			
UNSERVICEABLE (DUE TO FWT)		PERSON TO CONTACT				TELEPHONE					
ITEM NO.	STOCK NUMBER	NOMENCLATURE				STER. CODE	UNIT ISSUE	QTY. TURNED IN	WHSE. ACTION		UNIT PRICE
									QTY.	COND. CODE	
1.	7410	Card Reader& Punch, Xerox Md1 7121-01, w/cables, manuals, and Circuit Card Holder xxxxxx ONLY ITEM xxxxxx				1	ea	1	1	C F	\$9,000.00

ABSTRACTIONS (TO OR FROM OTHER HDQTRS PROPERTY TURN-IN DOCUMENTS)

DEPOT PROPERTY TURN-IN SECTION									
EXCEPTIONS AND/OR REMARKS									
INSPECTED BY					REMARKS				
TECHNICAL INSPECTION — REQUIRED:					YES NO				
D S C B					PROP. IN-USE ACCT. NO.				
POSTED BY									

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